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# Capital University of Economics and Business

## Overseas Chinese College

### Course Syllabus

<b><u>Year and Semester</u></b>	2018 Fall (September 3, 2018 - January 4, 2019)
<b><u>Course Name</u></b>	English Selected Reading
<b><u>Course Code</u></b>	CE336
<b><u>Course Type</u></b>	<input type="checkbox"/> General Education (Required) <input checked="" type="checkbox"/> General Education (Elective) <input type="checkbox"/> Professional Course (Required) <input type="checkbox"/> Professional Course (Elective) <input type="checkbox"/> Basic Disciplinary Course
<b><u>Course Credits</u></b>	2
<b><u>Course Hours</u></b>	32
<b><u>Prerequisites</u></b>	CE224
<b><u>Instructor</u></b>	Jane Yan
<b><u>Contact Information</u></b>	Office: C201 Tele: (010)83951083 Email: yanxiaoling@cueb.edu.cn
<b><u>Office Hour</u></b>	Tues. 1:00-3:00 pm      Wed. 10:00-12:00 am Thur. 9:00-10:00 am      Fri. 10:00-11:00 am
<b><u>Learning Centre</u></b>	M: 18:00—20:00;      M: 8:00-10:00
<b><u>Grade/Section</u></b>	2016 Y01
<b><u>Course Time/Place</u></b>	Th: 13:30—15:20 / A 201;
<b><u>Textbook</u></b>	Cambridge IELTS Past Papers ,Cambridge IELTS 6 Cambridge University Press, Cambridge, ISBN 978-0-521-71096-3

#### **Reference Book**

1. Cambridge IELTS Past Papers ,Cambridge IELTS 8  
Cambridge University Press, Cambridge, ISBN 978-1-107-62613-3

2. Materials provided by the teacher

#### **Course Description**

This course will be focusing on reading skills in English. It is designed to help the intermediate learners to learn to read English with a good level of fluency and coherence. Classes will be based upon different themes according to the student's interests and practical concerns and situations they may encounter in the everyday world around them.

## Student Learning Objectives

After completing this course, students will be able to:

- ♦ To help enrich students' vocabulary and grammar knowledge, as well as their reading comprehension. As a consequence students will also be able to express themselves more fluently, think critically on various topics, and share their opinions with others.
  
- ♦ To increase their awareness of current world events, and to frame discussions around these issues, thus leading to a broader understanding of world problems.
  
- ♦ To improve their practical application of reading materials which will help with their IELTS, TOEFL, POSTGRADUATION EXAMS etc., job applications and report writing.

## Website Source

1. [https:// www.chinaielts.org/](https://www.chinaielts.org/)
2. [https:// www.ielts.org/](https://www.ielts.org/)

## Teaching Methods

This course contains lectures, class discussions, homework, quizzes, presentation and exams. Textbook content will be introduced first. Then real case and practice questions will be delivered to students as a way to test their understanding of the knowledge. This will require individual or group assignment in or after class.

## Grade Criterion

Component	Weight	Description
Final Exam	20%	A cumulative final examination will be given based on all of the contents of the class. The exam paper may be composed of multiple-choice questions, short answer questions, matching, and gap filling questions, etc. Students should rely primarily on homework assignments to give them a sense of what they may see for material on exams.
Mid-Term Test	20%	A cumulative midterm test will be given based on all of the contents that have been taught in class. The test paper may be mainly composed of objective questions and it should be completed within 50 minutes in class.
Homework	15%	Most of the assigned homework is taken from the Exercises in the textbook. Assignments will be collected at the clearly stated date. Late assignments will not be accepted. The graded assignments will be kept by the tutor for reference and won't be returned to students.
Quizzes	15%	There will be at least 2 quizzes during the semester. Quizzes may or may not be announced in advance. It may also be used as a way to check the attendance. Quizzes will test your language knowledge and the application of those skills.
Presentation	10%	The students will be divided into several groups to prepare a presentation. Each student is required to be involved in the presentation. The topics

		can be selected from the textbook or lectures. Each group need to finish a PPT related to the topic which is given and hand in the related resources to the teacher before the presentation.
Participation	10%	Individuals will be asked to participate individually in a question and answer at least 5 times during the semester. The performances should be counted in their participation.
Attendance	10%	Refer to attendance policy listed below
<b>Total</b>	100%	

### **Detailed Grade Computation**

	<b>Before Midterm</b>	<b>After Midterm</b>
Attendance	5%	5%
Participation	5%	5%
Homework	5%	10%
Quizzes	5%	10%
Presentation		10%
Midterm test	20%	
Final exam		20%
Total	40%	60%

### **Grading Policy**

A+ 97-100	A 93-96	A- 90-92	B+ 87-89	B 83-86	B- 80-82
C+ 75-79	C 70-74	C- 67-69	D+ 63-66	D 62-60	F 0- 59

### **Exam Schedule**

Midterm Test: Oct.29- Nov.2, 2018;

Final Exam: January 2-11, 2019

### **Assessment of Student Performance**

#### *☞ Self-Study and Reading ability Practice*

Instructor will give out the chapters or the reference books to read and use class hours to have discussion; students should be able to show a proactive attitude and ability for self-study and reading. Knowledge and oral English will be elements of homework or presentation score.

#### *☞ Homework*

Students should finish their homework by themselves. Copying from others will be treated as cheating and the homework scores will be lowered. Students should hand in all assignments on time. Late assignments will be accepted at the discretion of the instructor (i.e., when the student was ill or had an excused absence). Late assignments without reasonable proof will be reduced in score by 50%.

#### *☞ Attendance*

Because the course covers a great deal of material, attending every class session is very important for performing well.

- ◆ Being late for 15 minutes or more is considered an absence.

- ♦ Five hours or above of unexcused absences will result in the lower level of the final grade by one grade band (e.g. from C – to D +). Any excused absence must be discussed directly with the teacher.
- ♦ Absence which is more than 1/3 of the total teaching hours will cause an F (a failing grade) directly.
  - but students are welcome to continue attending classes.
- ♦ An incomplete grade (I) will be considered in case of medical or family emergencies.

### *☞ Participation*

- ♦ Students should participate in classes actively. Half of participation grade is determined by their presentation in class. They are encouraged to ask questions relevant to the subject and express their own opinions. Every student should respect the ideas, opinions, and questions of their classmates.
- ♦ Students should also use office hours to ask questions or talk with the instructor for good communication and effective learning.
- ♦ Frequent visiting the instructor and chatting in English during office hours is highly recommended.
- ♦ Any misbehavior and non-class related activities in class will result in the lower level of the participation grade, including ringing cell phones.
- ♦ All above behaviors will be solely evaluated by the instructor for scoring.

### *☞ Textbook*

Students must bring the textbook to class.

### **Topical Course Outline**

<b>Week</b>	<b>Date</b>	<b>Topics</b>	<b>Homework</b>
1	Sep. 6		—
2	Sep. 13	<ul style="list-style-type: none"> <li>● Syllabus and Course Introduction</li> <li>● Reading Topic 1 Sports</li> <li>● Basic Reading Skills and Practice               <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• Matching</li> <li>• Short Answers.</li> </ul> </li> <li>● Words Building</li> </ul>	<b>Textbook Page 20:</b> Exercise 1-7  Deep Reading Translation Words
3	Sep. 20	<ul style="list-style-type: none"> <li>● Reading Topic 2 School Bully</li> <li>● Basic Reading Skills and Practice               <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• List of Heading</li> <li>• Multiple Choice</li> <li>• Summary Completion</li> </ul> </li> <li>● Words Building</li> </ul>	<b>Textbook Page 94:</b> Exercise 31-34  Deep Reading Translation Words

4	Sep. 27	<ul style="list-style-type: none"> <li>● Reading Topic 3 Climate Change</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• List of Heading</li> <li>• Summary Completion</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Textbook Page 26:</b> Exercise 27-32</p> <p>Deep Reading Translation Words</p>
5	Oct. 4	<ul style="list-style-type: none"> <li>● Reading Topic 4 National Holiday</li> <li>● Review</li> </ul>	<p><b>Review Work</b> Deep Reading Translation Words</p>
6	Oct. 11	<ul style="list-style-type: none"> <li>● Reading Topic 5 Sports</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• Matching</li> <li>• Classification</li> <li>• Short Answers</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Textbook Page 20:</b> Exercise 1-7</p> <p>Deep Reading Translation Words</p>
7	Oct. 18	<ul style="list-style-type: none"> <li>● Reading Topic 6 Public Transport</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• List of Heading</li> <li>• Matching</li> <li>• TRUE, FALSE, NG</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Textbook Page 43:</b> Exercise 1-5</p> <p>Deep Reading Translation Words</p>
8	Oct. 25	<ul style="list-style-type: none"> <li>● Reading Topic 7 Scientific People and Nobel Prize</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• List of Heading</li> <li>• Gap Completion</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Handouts:</b> Nobel Prize</p> <p>Deep Reading Translation Words</p>
9	Nov.1	<ul style="list-style-type: none"> <li>● <b>Midterm Test</b></li> <li>● Basic Reading Skills and Question Types Review <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• List of Heading</li> <li>• Matching</li> <li>• YES, NO, NG</li> <li>• Gap Filling</li> </ul> </li> </ul>	<p><b>Midterm Test</b> <b>Self-correction</b></p>
10	Nov. 8	<ul style="list-style-type: none"> <li>● Reading Topic 8 Old Population Health</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• Summary Completion</li> </ul> </li> </ul>	<p><b>Textbook Page 46:</b> Exercise 14-22</p> <p>Deep Reading</p>

		<ul style="list-style-type: none"> <li>• Sentence Matching</li> <li>● Words Building</li> </ul>	<p>Translation Words</p>
11	Nov. 15	<ul style="list-style-type: none"> <li>● Reading Topic 9 Biology and Anti-aging</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• Flow Chart Completion</li> <li>• Classification</li> <li>• YES, NO, NG</li> <li>• Multiple choices</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Textbook Page 73:</b> Exercise 33-37 C8-P93 Deep Reading Translation Words</p>
12	Nov. 22	<ul style="list-style-type: none"> <li>● Reading Topic 10 Education (Handout)</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• Gap Completion</li> <li>• TRUE, FALSE, NG</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Textbook Page 91:</b> Exercise 14-18 Handout  Deep Reading Translation Words</p>
13	Nov. 29	<ul style="list-style-type: none"> <li>● Reading Topic 11 Human Development (Handout)</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• Sentence completion</li> <li>• TRUE, FALSE, NG</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Textbook Page 50:</b> Exercise 27-31 <b>Textbook Page 66:</b> Exercise 10-13 C8-P20  Deep Reading Translation Words</p>
14	Dec. 6	<ul style="list-style-type: none"> <li>● Reading Topic 12 Water Resource</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• List of Heading</li> <li>• Matching</li> <li>• TRUE, FALSE, NG</li> </ul> </li> <li>● Words Building</li> </ul>	<p><b>Textbook Page 112:</b> Exercise 35-40  Deep Reading Translation Words</p>
15	Dec. 13	<ul style="list-style-type: none"> <li>● Reading Topic 13 Animals and Plants</li> <li>● Basic Reading Skills and Practice <ul style="list-style-type: none"> <li>• Skimming and Scanning</li> <li>• Matching paragraphs with details</li> <li>• Matching each statements with correct person</li> <li>• Sentence completion</li> </ul> </li> <li>● Words Building</li> <li>● Presentation topics and grouping</li> </ul>	<p><b>Textbook Page 124:</b> Exercise 28-34  Deep Reading Translation Words</p>

16	Dec. 21	<b>Presentation I</b>	Teamwork and rehearsal
17	Dec. 27	<b>Presentation II</b> <b>Final Review</b> ● Comprehensive Exercise	Teamwork and rehearsal Handouts
18	Jan. 2	<b><u>Final Exam Period</u></b>	

*Note: Some chapters or sections may leave for self-study, this is the students' duty to learn and understand, they may also be included in the quizzes or exams.*

*A review in Chinese may be held during L.C. and O.H. in the semester.*

### **Teacher's Office Hour**

- ◆ The instructor's office hour is shown in the front of the office door.
- ◆ Students are suggested to use the instructor's office hour and learning center to ask questions or talk with the instructor once at least per week for good communication and effective learning, which is recorded in the students' participation.
- ◆ The time can be scheduled by instructors or students, or both.

### **Cheating and Plagiarism**

Cheating is not tolerated. Any student caught cheating on a quiz; test or exam will be given a mark of zero (0) for the particular work. At the beginning of the semester the definition of plagiarism will be carefully explained, when any thoughts or writings of another person are used, they must be clearly identified (usually one uses quotation marks) and the source notes. **If any student is caught cheating on any homework assignment, the highest score the student can earn in that course is a "C".**

### **Important Dates**

<b>Fall Semester, 2018</b>	<b>August 31, 2018— January 13, 2019</b>
Aug. 31	Registration
Sep.3	Classes Begin
Sep.7 - 20	Freshmen's Military Training
Sep.24	Classes Begin ( Freshmen )
Sep.24	Mid-Autumn Festival (tentative)
Oct.1 - 5	National Day Holiday (tentative)
Oct. 29 - Nov. 2	Mid-term Test
Jan.1, 2019	New Year's Day Holiday (tentative)
Jan.2-11	Final Exam Period
Jan.14	Winter Vacation Begins

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*Note: This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.*

**Instructor:** \_\_\_\_\_

**Department Head:** \_\_\_\_\_

